

~~TOP SECRET~~
SECURITY INFORMATION

75712, Cy. No. 4

17 October 1952

MEMORANDUM FOR THE ASSISTANT DIRECTOR/COMMUNICATIONS

ATTENTION: [REDACTED] 25X1A9a

SUBJECT : Progress Report on Project [REDACTED] 25X1A2g

1. Further to my memorandum of 3 October, it has now been determined that the progress reports on currently valid NSC policies should be prepared to the following specifications:

(a) Scope: What has been done under the policy, developments surrounding the execution of the policy, and whether the policy is current or requires revision. For your convenience, I enclose a slightly more detailed outline being employed by the Department of State for its reports which comprise most of those required.

(b) Length: Not more than two pages, single-spaced.

(c) Due Date: Reports should reach the NSC by Wednesday, 29 October. Since it is expected that they will go over the Director's signature, drafts should reach his office not later than Monday, 27 October.

2. In the case of this particular project, its status -- as outlined by you to me in September for Mr. Dulles's benefit -- would indicate that a report of approximately one page would suffice, giving in brief form what has been accomplished and the expectations as to when operations will get under way. It should not be necessary to have any discussion of developments surrounding the policy, unless there has been some drastic change in circumstances since February. I assume that the policy may still be considered current and not in need of revision, and a single statement to this effect should suffice.

3. I shall be available for consultation at any time if I can be of assistance.

25X1A9a
[REDACTED]

NSC Staff Assistant

cc: Mr. Becker

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This document is part of an integrated file. If separated from the file it must be referred to individual systematic review.

COPY OF STATE DEPARTMENT INSTRUCTIONS

IMPLEMENTATION OF NSC _____

1. Factual comments on policy statement
 - a. Courses of action fully implemented
 - b. Courses of action overtaken by events
 - c. Courses of action currently being implemented__
2. Policy background necessary to understanding of present status of policy
 - a. Developments in the area favorable to or hostile to implementation of policy
3. Statement as to whether policy statement is current or needs revision. If policy needs revision, statement that it is currently being revised should be included.